

**Town of Odessa**  
**MINUTES FROM THE REGULAR TOWN COUNCIL MEETING**  
**MONDAY, SEPTEMBER 2, 2008 - 7:00 PM**  
**OLD ACADEMY BUILDING**

Those present at 7:00 PM:

Mayor Kathy Harvey  
Council Member John Freeman  
Council Member Bob Grove  
Council Member Betts Jackson

Treasurer James Grant  
Secretary Jessica Norton

8 community members

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- I. Call to Order and Pledge of Allegiance- The meeting was called to order at 7:00 PM.
- II. Roll Call- Jeff Glueck notified the office that he would be away on business.

**MOTION BY BOB GROVE, SECOND BY BETTS JACKSON: TO EXCUSE JEFF GLUECK.**

**MOTION CARRIED. VOTE: 4 AYE, 0 NAY**

- III. Delaware State Police Report- Lt. Daniels read the report, attached hereto as Attachment B. He reported that August's special duty assignment was diverted to car and foot patrol in the area of Memorial Park. On one occasion, juveniles were apprehended for underage drinking. Another concern is being addressed in the area between the highways. Residents expressed that they appreciate the effort.

**MOTION BY BOB GROVE, SECOND BY JOHN FREEMAN: TO DIVERT THE SPECIAL DUTY ASSIGNMENT TO THE AREA OF MEMORIAL PARK FOR ANOTHER 30 DAYS.**

**MOTION CARRIED. VOTE: 4 AYE, 0 NAY**

- IV. Approval of Minutes- Regular Meeting 8/4/08

**MOTION BY BETTS JACKSON, SECONDED BY BOB GROVE: THAT THE MINUTES FROM THE REGULAR MEETING OF MAYOR AND COUNCIL ON AUGUST 4, 2008 BE ACCEPTED.**

**MOTION CARRIED. VOTE: 4 AYE, 0 NAY**

- V. Correspondence- to be addressed at end of meeting
  - A. Odessa Fire Company
  - B. Jessica Norton
- VI. Treasurer's Report- Treasurer James Grant read the Balance Sheet Detail, attached hereto as Attachment C. Council questioned why May's ending balance did not match June's beginning balance. Council member Betts Jackson recommended scheduling a meeting with the bookkeeper to work through the discrepancy.

**MOTION BY BETTS JACKSON, SECONDED BY JOHN FREEMAN:  
TO TABLE THE TREASURER'S REPORT UNTIL COUNCIL HAS  
HAD AN OPPORTUNITY TO MEET WITH THE BOOKKEEPER.**

**MOTION CARRIED. VOTE: 4 AYE, 0 NAY**

*Action: Jim Grant will set up the meeting on a Monday or Tuesday.*

In addition, Grant expressed his intention to not run for re-election in April 2009.

- VII. Commission Reports- All commissions are reviewing the annexation agreement. Notices have been posted.
  - A. Historic- considered regular reviews. Betts Jackson asked for clarification on the Historic Guidelines; historic review is necessary for color changes.
  - B. Trees- received their grant. Work will begin soon.
- VIII. Old Business
  - A. Atlantic Broadband Franchise Agreement – The company contacted the Town this week. The office will contact them regarding a meeting.
  - B. Appointments- none at this time
    - i. Historic Commission
    - ii. Trees
  - C. Ordinance 2008-06; Land Development Requirements

**MOTION BY BOB GROVE, SECONDED BY BETTS JACKSON:  
TO ACCEPT ORDINANCE 2008-6**

**MOTION CARRIED. VOTE: 4 AYE, 0 NAY**

- IX. New Business
  - A. Authorization to Enter Into a Memorandum of Agreement with Town of Middletown for Sewer- As part of the annexation process, the Town must prepare for infrastructure.

**MOTION BY BETTS JACKSON, SECONDED BY JOHN FREEMAN: GRANTING THE MAYOR THE AUTHORITY TO ACQUIRE A MEMORANDUM OF AGREEMENT FOR COUNCIL'S APPROVAL.**

**MOTION CARRIED. VOTE: 4 AYE, 0 NAY**

- B. Posting Ordinances/Resolutions to Website- Council Member Bob Grove would like to see all Town resolutions and ordinances made available to the public electronically. He showed an example of Townsend's website.

**MOTION BY BETTS JACKSON, SECONDED BY BOB GROVE: AUTHORIZING BOB GROVE TO UPLOAD ORDINANCES AND RESOLUTIONS TO THE TOWN WEBSITE.**

**MOTION CARRIED. VOTE: 4 AYE, 0 NAY**

- X. Next Meeting's Date and Time: Monday, October 6; special meeting on October 20.
- XI. Adjournment

The Odessa Fire Company requests a meeting with Council to discuss renovation of the fire house. Liaison Harvey Smith summarized the proposal, stating that an in-house study determined that the station should not be sold, but should be updated and renovated to include office space, expanded restrooms, and higher ceilings. The fire company has solicited proposals from architects, keeping in mind that the design would complement the historic character of the town. At this point, the fire company does not want to invest in architectural fees without the involvement of the Town. Smith conveyed Odessa Fire Company's sincere desire to collaborate with the Town. The meeting will be held on October 14, 2008 at 7:00 PM at the Fire Station.

Mayor Harvey thanked Harvey Smith for his quick communication regarding an incident last month and commended the fire company on their prompt action.

***Action: Secretary Jessica Norton will post the meeting and communicate with the Commissions.***

Town Secretary Jessica Norton submitted her resignation with the offer to continue on an "as needed" basis at her current hourly rate through the month of September.

**MOTION BY BETTS JACKSON, SECONDED BY BOB GROVE; TO PLACE AN AD IN THE PAPER FOR A TOWN SECRETARY.**

**MOTION CARRIED. VOTE: 4 AYE, 0 NAY**

Treasurer Jim Grant highly recommended that Council appoint a representative to the League of Local Governments. Betts Jackson volunteered; Bob grove will consider attending the next meeting.

No Outlet sign on Cantwell- In July, Council recommended waiting a few months to see how traffic would be affected by the new sign. Residents of Odessa Heights again requested that it be moved. Council will re-evaluate the location in October. John Freeman recommended that all members go look at it in the meantime.

**MOTION BY BOB GROVE, SECONDED BY JOHN FREEMAN:  
THAT THE MEETING BE ADJOURNED.**

**MOTION CARRIED. VOTE: 4 AYE, 0 NAY**

The meeting adjourned at 8:21 PM.

Minutes Approved: \_\_\_\_\_